

# CHILD CARE FACT SHEET

## *For Persons Applying For or Receiving Child Care Services*

### WHO IS ELIGIBLE FOR SERVICES?

You may be eligible for services if you are making your home in Alabama and are:

- Employed and/or enrolled in school/training and making no more income than is allowable (see Initial Eligibility Monthly Income Scale).

### WHAT IS THE ALLOWABLE INCOME AND HOW MUCH IS THE WEEKLY FEE?

Income is gross income before taxes, social security or any other deductions are made. Regulations allow for no deductions to gross income. Family income includes wages from employment, child support, SSI, SSA, some educational funds, etc. Weekly gross income is multiplied by 4.333 to compute monthly income.

PARENTAL FEE CHART

Weekly Fee:	\$8.00	\$10.50	\$13.00	\$15.50	\$18.00	\$20.50	\$23.00
Family Size	Initial Eligibility Monthly Income Scale (All New Applicants Must Enter Under This Scale)						
2	364-771	772-896	897-1020	1021-1143	1144-1268	1269-1392	1393-1578
3	458-1012	1013-1190	1191-1354	1355-1519	1520-1683	1684-1847	1848-1984
4	551-1172	1173-1370	1371-1560	1561-1750	1751-1940	1941-2129	2130-2389
5	645-1383	1384-1605	1606-1828	1829-2051	2052-2272	2273-2495	2496-2794
6	738-1587	1588-1844	1845-2099	2100-2355	2356-2609	2610-2864	2865-3199
7	832-1792	1793-2083	2084-2372	2373-2663	2664-2952	2953-3242	3243-3604
>=8	925-1999	2000-2321	2322-2645	2646-2968	2969-3289	3290-3613	3614-4009

Note: Families with income below the amount shown in the \$8.00 column are NOT required to pay a fee. **All fees are per child.**

Weekly Fee:	\$30.50	\$38.00	\$45.50
Family Size	Continuing Eligibility Monthly Income Scale		
2	1579-1632	1633-1748	1749-1821
3	1985-2066	2067-2214	2215-2289
4	2390-2503	2504-2682	2683-2756
5	2795-2938	2939-3147	3148-3224
6	3200-3372	3373-3615	3616-3691
7	3605-3812	3813-4084	4085-4159
>=8	4010-4206	4207-4507	4508-4626

### WHO IS INCLUDED IN A FAMILY?

Family means the basic family unit consisting of an adult and his or her spouse (including common law), children under 18 years of age, and minor parents under 18 years of age and their children, related by blood, marriage, or adoption, who are residing in the same household. A member of this basic family unit temporarily out of the home continues to be considered as part of the family.

Considered as separate families are:

- Related persons 18 years of age or over, other than spouses, who live together.
- Unrelated persons 18 years of age or over who live together.
- Children for whom the Department of Human Resources has custody of and who are in foster care.
- Individuals under 18 years of age who are married.

All child care programs managed by the Child Management Agency are administered in accordance with the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other federal and state civil rights laws.

## NOTICE OF CLIENT'S RIGHTS

***If you are not satisfied with the action of the Child Care Management Agency because your application was denied, your application was not acted on within 30 days, or your child care services were reduced or terminated, you may take the following steps:***

(1) Ask for a conference with the Child Care Management Agency.

*Or*

(2) Ask for a formal hearing. The request must be made in writing by you or your legal representative, must clearly state the reason for your complaint, and must be signed and dated by you. You may send your request to the Child Care Management Agency, who will forward it to the Department of Human Resources Administrative Hearing Office.

### ***Who may ask for a hearing?***

You or someone legally appointed to represent you may request a hearing.

### ***How much time do you have to request a formal hearing?***

Your written request must be made to the Child Care Management Agency within 60 days of the alleged offense(s). Be sure to include your current address.

### ***What are the hearing procedures?***

The State Department of Human Resources will send information about hearings to the person requesting the hearing. A representative of the State Department of Human Resources will conduct and preside over the hearing.

### ***How do you withdraw a hearing request?***

You may voluntarily withdraw the hearing request at any time prior to the resolution of the complaint by the Administrative Hearing Officer. The withdrawal must be in writing, must be signed and dated by you and must clearly indicate the reason(s) for your decision. You may send your withdrawal to the Child Care Management Agency who will immediately forward it to the Administrative Hearing Officer.

### ***Nondiscrimination...***

All child care programs managed by the Child Care Management Agency are administered in accordance with the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other federal and state civil rights laws.